



**MAYOR AND COUNCIL MEETING  
MONDAY, JUNE 4, 2018  
6:00 P.M.  
DALTON CITY HALL**

**A G E N D A**

**WORK SESSION - 5:30 P.M. - COUNCIL CHAMBER**

1. Review of Agenda

**REGULAR MEETING - 6:00 P.M. - COUNCIL CHAMBER**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Commentary: *(Please state Name and Address for the Record)*
5. Minutes: Work Session and Regular Meeting Minutes of May 21, 2018
6. New Business:
  - A. RFP for Primary Health Care Clinic at Mack Gaston Center (RFP#20180518)
  - B. Carpet Cleaning and Tile Floor Stripping/waxing for Dalton City Hall
7. Supplemental Business
8. Adjournment



## Mayor and Council Agenda Request

Council Meeting Date: 06/04/2018

Department: City Clerk

Subject: Works Session and Regular Meeting Minutes of May 21, 2018

Cost: N/A Already in Current Year Budget? Yes ☐ No ☐

Provide Funding Source if Not in Budget: N/A

Reviewed/Approved By City Attorney? N/A

Please provide a summary of your request, including background to explain the request

Work Session Minutes and Regular Meeting Minutes of the May 21, 2018 meeting.

Requested By:

Bernadette Chattam

City Administrator Recommendation

City Clerk Notations

Motion/Second

Approved

Date

THE CITY OF DALTON  
MAYOR AND COUNCIL MINUTES  
WORK SESSION  
MAY 21, 2018

The Mayor and Council held a Work Session this evening at 5:15 p.m. in the Council Chambers of City Hall. Present were Mayor Dennis Mock, Aldermen Denise Wood, Annalee Harlan, Tyree Goodlett, and Gary Crews, City Administrator Jason Parker and City Attorney James Bisson and several department heads.

Discussion of City and County Service Delivery Agreements - Mr. Robert Smalley and Ms. Lynn Laughter, Whitfield County Board of Commissioners

County Attorney Robert Smalley came before the Mayor and Council to report that the Department of Community Affairs (DCA) requires that when a Comprehensive Plan is being Revised, the County/Cities (including Dalton, Tunnel Hill, Cohutta, and Varnell) must re-certify their Service Delivery Agreements and they must be executed by the County and all the Cities within the County's jurisdiction approving the Service Delivery Agreements. Smalley stated the requirement does not involved the L.O.S.T. Agreement but only the Service Delivery Agreements between the County/Cities.

Smalley further stated that if the County/Cities do not sign the form, the County/Cities will no longer be a qualified local government and will not be able to receive State Grants such as LMIG funds, or other state funds. Smalley stated the form must be sent to DCA by October 31, 2018 when the Comprehensive Plan update is complete.

Smalley asked the Mayor and Council if there were any parts of the service delivery agreements they would like to re-negotiate or will they sign the form agreeing to the current Service Delivery Agreements. Smalley informed, the other cities (Tunnel Hill, Cohutta, and Varnell) had signed the form. Smalley further stated that if there are specifics in any Service Delivery Agreement that the City/County needs to discuss, the County is willing to discuss it. Smalley stated if there are no specifics to discuss, the County is asking that the city sign the form.

Alderman Wood stated the Mayor and Council wants to do their due diligence and review all of the agreements and additionally would like for the Citizens group to review them also.

City Administrator Jason Parker reiterated the facts regarding DCA requiring recertification of service delivery agreement when the comprehensive plan is being revised.

Board Chairman Lynn Laughter reiterated the form has been executed from Tunnel Hill, Cohutta, and Varnell. Laughter warned the form must be executed before October 31, 2018 or the County/Cities may lose State funding.

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Agenda

The Mayor and Council discussed the agenda and added discussion of Pocket Park located at the old Chamber of Commerce location.

Ordinance - Second Reading - Ordinance 18-06

Charter Amendment to changes Alderman/Aldermen to Councilmember/Councilmembers.

To Amend The Charter Of The City Of Dalton, Georgia, First Approved February 24, 1874 (1874 Georgia Laws, P.181) To Change The Designation Alderman From "Alderman" And "Aldermen" To "Councilmember" And "Councilmembers", Respectively; To Provide For Severability; To Provide For An Effective Date; To Repeal Conflicting Ordinances; And For Other Purposes.

Financial Advisory Services Agreement with Davenport and Company, LLC for Professional Assistance related to General Municipal Financial Advice, Counsel and Associated Services.  
CFO Cindy Jackson explained there are several instances where the City may need Financial Advisory Services i.e. issuance of SPLOST prefunding debt, issuance of debt to procure a viable long term CIP funding plan

Contract with Blue Rose Capital Advisors, LLC to Provide Limited Municipal Advisor Services for General Obligation Bonds, Series 2018 (Dalton Public Schools).  
CFO Cindy Jackson explained Blue Rose Capital will be the bidding agent in connection with the investment proceeds of the GO Bond from Dalton Public Schools.

Dalton Depot Marketing Consulting Agreement with the Georgia Trust for Historic Preservation.  
City Administrator Jason Parker stated the Consulting Agreement is for marketing and consultant services for the sale of Dalton Depot located on 110 Depot Street.

Pocket Park

Mayor Mock reported the Civitan Club will soon present to the Mayor and Council a rendering of a Pocket Park to be located at the Old Chamber of Commerce site on College Drive.

ADJOURNMENT

There being no further business to come before the Mayor and Council, the meeting was adjourned at 5:37 p.m.

\_\_\_\_\_  
Bernadette Chattam  
City Clerk

\_\_\_\_\_  
Dennis Mock, Mayor

Recorded  
Approved: \_\_\_\_\_  
Posted: \_\_\_\_\_

THE CITY OF DALTON  
MAYOR AND COUNCIL MINUTES  
MAY 21, 2018

The Mayor and Council held a Work Session this evening at 5:15 p.m. in the Council Chambers of City Hall. Present were Mayor Dennis Mock, Aldermen Denise Wood, Annalee Harlan, Tyree Goodlett and Gary Crews, City Administrator Jason Parker and City Attorney James Bisson and several department heads.

PLEDGE OF ALLEGIANCE

Tripp Phillips (Pitch DIA Competition Winner) led the audience in the Pledge of Allegiance.

AGENDA

On the motion of Alderman Harlan, second Alderman Crews, the Mayor and Council amended and approved the Agenda as follows:

Add - Swearing in of Police Chief

The vote was unanimous in favor.

PUBLIC COMMENTARY

Former Mayor David Pennington came before the Mayor and Council requesting they review all Service Delivery Agreements with the County before certifying them with the Department of Community Affairs prior to the October 1, 2018 deadline.

Cathy Holmes came before the Mayor and Council requesting they publicly thank Northwest Georgia Health Clinic.

Reuben Graham came before the Mayor and Council inquiring about the Mayor and Council's plan for a new health clinic at the Community Center since the Northwest Ga Health Clinic is no longer there. Graham stated that the previous clinic served low income, underprivileged citizens and the need to serve those in need is imperative. Graham asked that the Mayor and Council to take into consideration the needs of these citizens quickly and hope that a decision is made openly.

SPECIAL RECOGNITION

City Administrator Jason Parker played a video for the Mayor and Council of the Le Glue Commercial that was invented by Tripp Phillips. Phillips is a sixth-grader at Dalton Middle School. Phillips invented Le-Glue which is non-permanent solution Safe to use with all building blocks including Lego® Brand or Mega Blocks® Products that will Stick your blocks together 12 times stronger using Le-Glue and Never have your creation fall apart again...unless YOU want it to! Le-Glue will release with warm water, when immersed for 30 seconds and just pull apart.

Mayor Mock introduced Tripp Phillips who recently won "Local Inventor and Pitch DIA Competition", where he received a \$5000.00 prize.

SWEARING IN - POLICE CHIEF

City Attorney James Bisson administered the Oath of Office to Deputy Police Chief Cliff Cason as the new Police Chief of the City of Dalton.

PROCLAMATION: FOSTER CARE MONTH

The Mayor and Council proclaimed May 2018 as "Foster Care Month" in Dalton, Georgia and urged all residents to come forward and do something positive that will help change a lifetime for children and youth in foster care. Mayor Mock presented the proclamation to the Wooten family.

MINUTES

The Mayor and Council reviewed Work Session and Regular Meeting Minutes of May 7, 2018. On the motion of Alderman Wood, second Alderman Crews, the minutes were approved. The vote was unanimous in favor.

ORDINANCE - SECOND READING

ORDINANCE 18-06

On the motion of Alderman Crews, second Alderman Goodlett, the Mayor and Council adopted Ordinance 18-06 to Amend The Charter Of The City Of Dalton, Georgia, First Approved February 24, 1874 (1874 Georgia Laws, P.181) To Change The Designation Alderman From "Alderman" And "Aldermen" To "Council member" And "Council members", Respectively; To Provide For Severability; To Provide For An Effective Date; To Repeal Conflicting Ordinances; And For Other Purposes. The vote was unanimous in favor.

FINANCIAL ADVISORY SERVICES AGREEMENT WITH DAVENPORT AND COMPANY, LLC FOR PROFESSIONAL ASSISTANCE

The Mayor and Council reviewed the Financial Advisory Services Agreement with Davenport and Company, LLC for Professional Assistance related to General Municipal Financial Advice, Counsel and Associated Services. CFO Cindy Jackson stated that possible future needs of a Financial Advisor would be the issuance of SPLOST prefunding debt if the 2019 SPLOST passes. On the motion of Alderman Wood, second Alderman Goodlett, the Mayor and Council approved the agreement. The vote was unanimous in favor.

CONTRACT WITH BLUE ROSE CAPITAL ADVISORS, LLC

On the motion of Alderman Goodlett, second Alderman Harlan, the Mayor and Council approved the Contract with Blue Rose Capital Advisors, LLC to Provide Limited Municipal Advisor Services for General Obligation Bonds, Series 2018 (Dalton Public Schools). The vote was unanimous in favor.

DALTON DEPOT MARKETING CONSULTING AGREEMENT WITH THE GEORGIA TRUST FOR HISTORIC PRESERVATION

The Mayor and Council reviewed the Dalton Depot Marketing Consulting Agreement with the Georgia Trust for Historic Preservation. On the motion of Alderman Goodlett, second Alderman Harlan, the agreement was approved. The vote was unanimous in favor.

Mayor and Council  
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SUPPLEMENTAL BUSINESS

Pocket Park - College Drive

Mayor Mock reported the Civitan Club will soon present to the Mayor and Council a rendering of a Pocket Park to be located at the Old Chamber of Commerce on College Drive.

ADJOURNMENT

There being no further business to come before the Mayor and Council, the meeting was adjourned at 6:22 p.m.

\_\_\_\_\_  
Bernadette Chattam  
City Clerk

\_\_\_\_\_  
Dennis Mock, Mayor

Recorded  
Approved: \_\_\_\_\_  
Posted: \_\_\_\_\_



## Mayor and Council Agenda Request

Council Meeting Date: 06/04/2018

Department: Administration

Subject: RFP for Primary Health Care Clinic at Mack Gaston Center RFP#20180518

Cost: N/A Already in Current Year Budget? Yes N/A No     

Provide Funding Source if Not in Budget: N/A

Reviewed/Approved By City Attorney? Yes (RFP)

Please provide a summary of your request, including background to explain the request

This is the presentation of responses to the City of Dalton RFP #2018-0518, which requested proposals to provide primary health care within the clinic space at Mack Gaston Center located at 218 N. Fredrick Street, Dalton.

The City advertised the RFP two consecutive weeks (May 4 and May 11, 2018) with a closing date of May 18, 2018 at 4:00 PM. At 4:10 PM on May 18, 2018 the responses were unsealed publicly at Dalton City Hall. One proposal was received and titled as: "JOINT PROPOSAL FOR USE OF CLINIC SPACE IN MACK GASTON COMMUNITY CENTER CITY OF DALTON RFP#20180518" and was submitted by The D.E.O. Clinic, Inc. d/b/a/ Deo Clinic, and Northwest Georgia Healthcare Partnership, Inc.

The responses and details provided meet or exceed the minimum requirements as prescribed in the RFP.

Requested By: Jason Parker, City Administrator

City Administrator Recommendation

City Clerk Notations

Motion/Second

Approved

Date





**April 30, 2018**

**Request for Proposals – RFP# 20180518**

1. **Project Overview:** The City of Dalton is accepting Sealed Proposals to lease approximately 2,130 square feet of space within prescribed facilities at Mack Gaston Community Center, located at 218 N. Fredrick Street, Dalton, GA, for the purpose of providing affordable primary health care. Primary care services have previously been provided at this location for approximately 5 years. Proposals will be accepted until 4:00 PM, May 18, 2018, at which time they will be opened at Dalton City Hall, 300 West Waugh Street, Dalton, GA. Proposals received after this time and date will not be accepted. All proposals must be sealed in a plain envelope and addressed to CFO Cindy Jackson, 300 West Waugh Street, P.O. Box 1205, Dalton, GA 30722, and must be marked "Health Care Clinic".
2. **Contact for Questions:** Proposers may contact Dalton City Administrator Jason Parker with questions at 706-529-2404, or by email at [jparker@cityofdaltonga.gov](mailto:jparker@cityofdaltonga.gov).
3. **Project Goals:** The goal for this project is to lease clinic space to a provider to deliver affordable primary healthcare services to individuals in the community.
4. **Instructions to Proposers:** Proposers must include a written explanation of its business history, and business plan for operation at the primary care clinic. This narrative should include details that indicate the Proposer's ability to provide the desired services; examples which demonstrate prior performance of said services; and the potential to deliver services in the future.
  - a. Each proposer must already be an active City of Dalton Vendor, or must complete the City of Dalton Vendor registration located online at <https://bit.ly/2HWeP2f> prior to the closing date and time in section 1 above
  - b. Proposer must agree to comply with City of Dalton Vendor policies, as applicable, regarding proposer's own liability insurance for employees and volunteers; and worker's compensation insurance for proposer's employees if required
  - c. Each proposer must include a completed Proposer's Response form as provided in Attachment "A"
  - d. Proposer's must provide a description of its overall philosophy and approach for management and operation of the primary care clinic
  - e. Proposer's must provide a description of its business structure, key staff, and qualifications
    - i. Business Plan\*

- ii. Organizational Chart
  - iii. Minimum of three references with first-hand knowledge of Proposer's ability to successfully operate a primary care health clinic
  - iv. **\*See Statement at the end of this document regarding Trade Secrets**
- f. Proposer's must provide evidence that it is financially viable to maintain operations during the term of the contract, such as:
- i. Financial statements
  - ii. Tax Returns
  - iii. Credit history letter from financial institution
  - iv. Grant awards
- g. Vendor must maintain professional licensing and comply with all inspections, as required by law or regulations, during its operation
- h. Proposals will be required to remain open for acceptance or rejection for sixty (60) calendar days after the date of opening of Proposals
- i. The City of Dalton reserves the right to reject all Proposals or part thereof or items therein and to waive any defects, errors, or omissions, mistakes, irregularities or informalities therein, as it may deem best to protect the interest of the City of Dalton
5. **Scope of Work:** Selected Proposer will be required to enter into a written lease satisfactory to the city, the length and terms of which will be negotiated between the vendor and City, for the purpose of operating a primary care clinic.

Vendor will be open and accept patients no fewer than three days per week, except for days when the Mack Gaston Center is closed. **Strong preference may be offered to vendors who are willing to be open up to five days per week.**

Hours of operation will be *within* the regular open hours of the Mack Gaston Center.

- a. Proposer's will begin providing primary care services within the time specified in the negotiated lease
- b. Vendor will be responsible for furnishing all equipment, supplies and instruments it deems necessary for the provision of primary care to patients
- c. Vendor will have use of equipment and furnishings already in place at the clinic location upon execution of the lease agreement
- d. City will provide vendor with access to the property; electrical, water and sewer service as negotiated between the parties in the lease
- e. Vendor will pay monthly lease amount, as negotiated and including utilities, to the City
- f. Vendor will maintain its own liability insurance coverage, in an amount not less than \$1 million per claim, and other insurance coverage it deems appropriate for its operations
- g. The City of Dalton accepts no liability for the services provided by the vendor, or the actions of vendor's employees or patients
- h. Employees at the primary care clinic are not employees of the City of Dalton
- i. The selected proposer shall agree to indemnify the municipality and hold it harmless from any claim, suit, or demand arising out of any improvements to the property or any

- indebtedness or obligations incurred by the proposer in making any such improvement to such property.
- j. The initial term of a lease or contract for the use of real property shall be no longer than five years and there may be one renewal period of no longer than five years, after which the lease or contract shall again be subject to sealed bids or auction.
6. **Intended Recipients for Primary Care:** The desire of the City is for the vendor to provide affordable primary care to the community. As such, the vendor will accept patients from the community who are: uninsured, or underinsured; and provide access to care for Medicare participants, Medicaid participants, and Peach Care participants.
7. **Vendor certification:** Proposals will only be accepted from Proposers who are registered vendors with the City of Dalton. See section "4.a" of this document.
8. **Site Visit of Clinic Space:** Potential vendors may participate in a site visit of the space on the following dates and during the following times:
- May 10, 2018 from 2:00 PM to 3:00 PM
  - May 11, 2018 from 2:00 PM to 3:00 PM
  - By appointment, if time permits, by contacting Kim Witherow at [kwitherow@cityofdalton-ga.gov](mailto:kwitherow@cityofdalton-ga.gov), or by calling 706-529-2403
9. **Evaluation of Proposals:** Following the RFP closing date of May 18, 2018, all proposals will be evaluated by the City. Proposals will be evaluated based on important aspects such as managerial integrity, as well as the potential ability to provide primary care to the community. Selected Proposers may be invited to participate in subsequent Proposals, discussions and lease negotiations, or may be asked to submit their best and final offer.
10. **Notice of Award:** The City shall send the successful Proposer's a notice of award and request the negotiation of a lease between the City and the Proposer's.

#### Notice Regarding Trade Secrets under Georgia Open Records Act

##### OPEN RECORDS:

[Public disclosure shall not be required for records that are: In accordance with OCGA Section 50-18-72(a)(34), any trade secrets obtained from a person or business entity that are required by law, regulation, bid, or request for proposal to be submitted to an agency. An entity submitting records containing trade secrets that wishes to keep such records confidential under this paragraph shall submit and attach to the records an affidavit affirmatively declaring that specific information in the records constitute trade secrets pursuant to Article 27 of Chapter 1 of Title 10. If such entity attaches such an affidavit, before producing such records in response to an open records request under this article, the

agency shall notify the entity of its intention to produce such records as set forth in this paragraph. If the city makes a determination that the specifically identified information does not in fact constitute a trade secret, it shall notify the entity submitting the affidavit of its intent to disclose the information within ten days unless prohibited from doing so by an appropriate court order. In the event the entity wishes to prevent disclosure of the requested records, the entity may file an action in superior court to obtain an order that the requested records are trade secrets exempt from disclosure. The entity filing such action shall serve the requestor with a copy of its court filing. If the agency makes a determination that the specifically identified information does constitute a trade secret, the agency shall withhold the records, and the requester may file an action in superior court to obtain an order that the requested records are not trade secrets and are subject to disclosure.



**Request for Proposals – RFP# 20180518**

**Attachment A – Proposers Response Form**

**Instructions:** Please complete each section below in accordance with your response to the request for proposals. You may include additional documents or pages to fully explain your response. This Proposer's Response Form must be included with your proposal

Response Number	Subject	Response of Bidder
1.	Please describe in detail the proposer's overall philosophy and approach for management and operation of the primary care health clinic. <u>You may include supporting documents.</u>	

2.	<p>Please provide a description of the proposer's business structure, key staff and qualifications. This should include the business plan, organization chart, and a minimum of three references with first-hand knowledge or proposer's ability to successfully operate a primary care health clinic. <u>You may include supporting documents.</u></p>	
3.	<p>Please provide evidence that the proposer is financially viable to maintain operations during the term of the contract/lease, such as: financial statements; tax returns; credit history letter from financial institution. <u>You may include supporting documents.</u></p>	
4.	<p>Describe the days of week and hours of operation proposer would be open and see patients</p>	

5.		Please describe how the proposer will serve patients in the following categories: uninsured; underinsured; Medicare participants; Medicaid participants; PeachCare participants	
6.		Please explain how proposer will comply with requirements for liability insurance for its own employees or volunteers; and provide its own employees' worker's compensation insurance if required	
7.		<p>Is your Proposer's response complete?</p> <ul style="list-style-type: none"> <li>• Registered as a Vendor with City of Dalton (see RFP, section 6)</li> <li>• Completed Bidder Response Form</li> <li>• Delivered all required documents to CFO Cindy Jackson before closing date (see RFP, section 1)</li> </ul>	


**CITY OF DALTON**  
**COMPETITIVE REQUEST FOR PROPOSAL**  
(Goods or Services with Aggregate Cost of \$20,000 and Above)

Department: FINANCE DEPT.  
Date of Bid Opening : 18-May  
Place of Bid Opening: CITY HALL  
Time of Bid Opening: 4:00PM  
Dates Advertised: 05/04/18-05/11/18

A copy of the RFP scoring sheet or determination criteria must be attached.

MACK GASTON COMMUNITY CENTER  
HEALTH CARE CLINIC

Vendor	Bid Amount	Comments
NGHP (NORTHWEST GA HEALTHCARE PARTNERSHIP)	<u>N/A</u>	<u>D.E.O. Clinic, Inc,</u> <u>dba DeoChoice</u>

Witnessed By:   
Finance Department: Jan 82R  
Department: \_\_\_\_\_  
Date: 5/18/18  
Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Awarded To: \_\_\_\_\_  
In The Amount Of: \_\_\_\_\_  
Date: \_\_\_\_\_





**JOINT PROPOSAL FOR USE OF CLINIC SPACE IN**  
**MACK GASTON COMMUNITY CENTER**  
**CITY OF DALTON RFP#20180518**

The following is a joint proposal for lease and use of the clinic space within the Mack Gaston Community Center submitted in response to the City of Dalton's Request for Proposals (#20180518). The joint applicants, **The D.E.O. Clinic, Inc. d/b/a Deo Clinic** and **Northwest Georgia Healthcare Partnership, Inc.**, both being non-profit charitable organizations, would combine efforts and share the clinic space as outlined within this proposal to meet the healthcare needs of the community. This proposal contains information generally pertaining to both applicants, except where specifically noted as exclusive to one party.

Submitted this day with due board approval by:

**The D.E.O. Clinic, Inc. d/b/a Deo Clinic**

By:   
Executive Director

**Northwest Georgia Healthcare Partnership, Inc.**

By:   
Executive Director

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### Deo Clinic: Business History and Business Model

The mission of the DEO Clinic is to provide free compassionate and competent medical care to low-income, uninsured individuals in our community. Originally begun in 2005 as the Dalton Episcopal Outreach Medical Clinic, the acronym DEO means God in Latin. DEO began with a handful of medical volunteers providing health care to the homeless in a small office “under the bridge” below the Upper Room Ministry at Guthrie’s Corner on Waugh Street.

In 2012, the clinic became an independent 501(c)3 non-profit corporation. Over the past twelve years, DEO has evolved into a primary care clinic, offering our patients a walk-in clinic, medications, lab work, access to specialists including nephrology, surgery, urology, diabetes, and cardiology. During the 2017 fiscal year, the DEO Clinic was able to provide 1,378 patient visits through the combined efforts of approximately 70 medical and non-medical volunteers. As a member of the Georgia Volunteer Health Program (GVHP), the DEO Clinic submits quarterly reports summarizing the number of patient visits and volunteer hours. During 2017, based on the GVHP formula, the clinic provided services to the medically indigent valued at \$149,009. This does not include \$17,755 spent by the clinic for medications, lab tests, and X-rays provided for our patients at no cost to them.

The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by our clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic’s patients might be best described as “working poor”, the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.

Services provided by our clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, x-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic. The clinic does not provide any female reproductive health services (available at the Health Department), nor does the clinic prescribe any narcotics or drugs to treat psychiatric conditions.

The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.

The desired short term outcome is to provide an affordable (free) option to our patients who may be limited to no medical care or clinics with a sliding scale or an emergency room visit. Desired long term outcomes include management of chronic health conditions, with resultant improvement in an overall in quality of life and longevity for those who are unable to afford traditional health care.

The clinic currently works with other non-profit service providers in the area, linking patients to other services and accepting patient referrals from other service providers. In the past few years the clinic has sought to strengthen ties and to collaborate more closely with other volunteer medical providers in the area, most notably with the Northwest Georgia Healthcare Partnership, Rock Bridge Mobile Medical and Grace Medical. There have been several meetings with representatives of both organizations to discuss ways of improving and expanding the delivery of medical services to our target population.

Patients are referred to DEO from other non-profit service providers, including Greater Works, Providence Ministries, and DOC-UP; area churches; service clubs; other medical providers; and Hamilton Medical Center. There are also people that have learned about the clinic through friends and neighbors that are patients.

### **NGHP: Business History and Business Model**

Northwest Georgia Healthcare Partnership (NGHP) is a community-entrenched organization focused on creating fundamental changes in the delivery of health services in the northwest Georgia region. In 1992 NGHP began by serving Murray and Whitfield counties, but after witnessing the need for better access to health services in surrounding counties, we expanded. The Northwest Georgia Healthcare Partnership's vision is to lead our community in creating innovative solutions to critical health issues, and the mission is to improve community health through collaboration, innovative ideas, and positive action. Our work is grounded in the idea that involving the community is critical to serving the community. We collaborate with healthcare providers, business leaders, local government, education, and public health agencies to ensure we are accurately and effectively meeting the needs of the people in our communities. Our overarching goal is to create a cultural shift in the region through education and access to healthcare services and knowledge.

Our significant health initiatives include but are not limited to Promotoras de Salud/Community Health Workers, Spanish Cancer Support Group; Northwest Georgia Healthy Babies; Share our Strength's Cooking Matters; Child Health Advocate Program; and Mother/Daughter Women's Health Education.

Our Promotoras de Salud initiative principally serves the Hispanic population in Whitfield and Murray Counties for years and has had remarkable success in bridging the gap between a primarily indigent population and the often-challenging healthcare delivery system. Pre- and post- surveys of our clients receiving Promotoras services have shown increases in adopting healthier lifestyles, obtaining insurance, establishing a primary care physician, attending scheduled screenings and physician appointments, understanding diagnosis and treatment options, following a prescribed treatment plan, and attending support groups.

Our Child Health Advocate Program provides a liaison to assist families through the enrollment and re-determination process of Medicaid/PeachCare by providing streamlined and convenient assistance. To date, approximately 5,400 children have been enrolled or re-determined in Medicaid/PeachCare benefits through this program. Through an estimation of money saved per child insured, we approximate savings for our communities totaling \$12,927,600.

### Joint Operations Plan for Mack Gaston Center Clinic

Deo Clinic and NGHP have joined forces to propose a plan maximizing the community benefit from the Clinic space at the Mack Gaston Center. The general plan is to have Deo Clinic operate a primary care clinic serving the uninsured four days per week, while NGHP operates one day a week serving as an enrollment and referral specialist serving as the link between Medicare, Medicaid, and PeachCare patients and the existing community physicians treating those patients.

The proposed operations schedule<sup>1</sup> would be as follows:

#### **MONDAY**

Deo Clinic: Seeing patients 9:00am – 8:00pm

#### **TUESDAY**

Deo Clinic: Seeing patients 8:00am – 5:00pm

#### **WEDNESDAY**

Deo Clinic: Seeing patients 8:00am – 5:00pm

#### **THURSDAY**

Deo Clinic: Seeing patients 8:00am – 8:00pm

#### **FRIDAY**

NGHP: Enrolling and Referring Patients 8:00am – 5:00pm

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<sup>1</sup> Applicants may elect to expand or alter operation hours (not outside of the business hours of the Mack Gaston Community Center) dependent upon the success of future fundraising efforts and volunteer availability. Regardless of how the hours may be altered, applicants do not expect any reduction in total services rendered.

### **Vendor Compliance Statement**

As a condition of this proposal, the applicants hereby agree to comply with all Vendor policies imposed by the City of Dalton. Each applicant has already registered as Vendors with the City of Dalton, and their registration confirmations are attached as "Exhibit 14."



### Key Lease Terms

Applicants understand that if their proposal is accepted the lease terms will be subsequently negotiated with the City of Dalton. However, there are some key lease terms that would be required in order for this proposal to work for applicants, and applicants would like to make those known before this proposal is accepted or rejected. They key terms are as follows:

**Term:** Because Deo Clinic will need to vacate its present offices in order to occupy the Mack Gaston Clinic space as well as incur substantial moving and set-up expenses, applicants will require a rental term sufficiently long to make this arrangement worth the expense. Applicants propose a term of five (5) years to satisfy this concern.

**Rental Rate:** Because Applicants are non-profit organizations providing immense benefit to the citizens of Dalton, applicants request that rent be set at one dollar (\$1.00) as was the case with the previous tenant of this space.

**Renewal Option:** Applicants desire the option to renew the lease at the expiration of the initial term.

**Miscellaneous:** Applicants understand that the previous tenant sought an operations subsidy from the City of Dalton for indigent care. **Applicants want it to be known that they are neither seeking nor require any tax-payer subsidy to operate as outlined in this proposal.**



**Request for Proposals – RFP# 20180518**

**Attachment A – Proposer's Response Form**

**Instructions:** Please complete each section below in accordance with your response to the request for proposals. You may include additional documents or pages to fully explain your response. This Proposer's Response Form must be included with your proposal

Response Number	Subject	Response of Proposer
1.	Please describe in detail the Proposer's overall philosophy and approach for management and operation of the primary care health clinic. <u>You may include supporting documents.</u>	<p>The mission of the DEO Clinic is to provide free compassionate and competent medical care to low income uninsured individuals in our community. The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist.</p> <p><b>The DEO approach for management and operation</b></p> <p>We believe that employees and volunteers are more productive when treated as responsible adults. We also believe that mature workers generally want additional responsibilities, a variety of tasks, and the ability to participate in decisions. This reduces absenteeism, apathy, and creates an enthusiastic and energetic atmosphere. Employees and volunteers are often included in the development of procedures and policies and decisions regarding the improvement of service delivery.</p> <p>It is the policy of the Clinic to treat each volunteer, applicant for employment, and each employee, on his/her individual merit without regard to race, color, religion, gender, age, national origin, disability, veteran status, sexual orientation, or any other status protected by applicable law.</p>

The DEO Clinic also adheres to a Code of Ethics and has a Conflict of Interest Policy in effect.

**The NGHP approach for management and operation**

NGHP has a strong and robust track record in developing community programs and being able to sustain them through fiscal and programmatic partnerships. As part of our tracking and documenting of successes and lessons learned, NGHP will have a roadmap to move forward and to help sustain an effective and efficient program to meet our particular community needs. Community needs are continually reviewed, and legislative and organizational opportunities will be capitalized upon. This will enable NGHP to show a strong rate of return to garner investment in the program on a long-term basis from corporate, local government and individual donors.

Operating from a rich and deep history of community involvement, NGHP administers a proven program that is evidence-based, and focuses on model programming. Services are funded through a combination of federal and state dollars, local funding, and the leveraging of current and potential relationships. Partnerships, financial arrangements, programs, and infrastructure are continuously assessed and developed to deliver services to vulnerable populations throughout NGHP's catchment area. NGHP is in the process of developing a new Strategic Plan which will span the next five years, and include a comprehensive fundraising plan, as well as position the partnership as a premiere health organization in North Georgia. NGHP's overall approach to sustainability strongly emphasizes diversifying revenue streams, developing new relationships, varying fundraising efforts, and leveraging current resources to multiply efforts. The area hospital continues to be one of the organization's major partners programmatically and financially, and provides active and involved Board Members and volunteers. NGHP also has long-time funding supporters from various granting foundations. NGHP has an endowment of \$465,000 that continues to receive contributions. The Board reviews financials monthly with keen focus on months cash-on-hand/payroll costs and requires NGHP to keep at least 6 months cash on hand. In addition to financial analysis, staff keep close watch on a rolling 12-month cash flow projection to identify potential issues in advance and plan early action.

2.	<p>Please provide a description of the Proposer's business structure, key staff and qualifications. This should include the business plan, organization chart, and a minimum of three references with first-hand knowledge or Proposer's ability to successfully operate a primary care health clinic. <u>You may include supporting documents.</u></p>	<p>Originally begun in 2005 as the Dalton Episcopal Outreach Medical Clinic, the acronym DEO means God in Latin. DEO began with a handful of medical volunteers providing health care to the homeless in a small office "under the bridge" below the Upper Room Ministry at Guthrie's Corner on Waugh Street.</p> <p>In 2012 the clinic became an independent 501(c)3 not for profit corporation. DEO is overseen by a board of directors, which currently numbers ten. Day to day decisions are handled by the director, the volunteer coordinator, and medical staff. The clinic has five part time employees and relies on the skills and dedication of approximately 65 to 70 medical and non-medical volunteers. This model has served the clinic well.</p> <p>Over the past twelve years, DEO has evolved into a primary care clinic, offering our patients a walk-in clinic, medications, lab work, access to specialists including nephrology, surgery, urology, diabetes, and cardiology. During the 2017 fiscal year, the DEO Clinic was able to provide 1,378 patient visits through the combined efforts of approximately 70 medical and non-medical volunteers. As a member of the Georgia Volunteer Health Program (GVHP), the DEO Clinic submits quarterly reports summarizing the number of patient visits and volunteer hours. During 2017, based on the GVHP formula, the clinic provided services to the medically indigent valued at \$149,009. This does not include \$17,755 spent by the clinic for medications, lab tests, and X-rays provided for our patients at no cost to them.</p> <p>The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by our clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic's patients might be best described as "working poor", the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.</p> <p>Services provided by our clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, x-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic. The clinic does not provide any female reproductive health services (available at the Health Department), nor does the clinic prescribe any narcotics or drugs to treat psychiatric conditions.</p>
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	<p>The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.</p> <p>The desired short term outcome is to provide an affordable (free) option to our patients who may be limited to no medical care or clinics with a sliding scale or an emergency room visit.</p> <p>Desired long term outcomes include management of chronic health conditions, with resultant improvement in an overall in quality of life and longevity for those who are unable to afford traditional health care.</p> <p>The clinic currently works with other non-profit service providers in the area, linking patients to other services and accepting patient referrals from other service providers. In the past few years the clinic has sought to strengthen ties and to collaborate more closely with other volunteer medical providers in the area, most notably with the Northwest Georgia Healthcare Partnership, Rock Bridge Mobile Medical and Grace Medical. There have been several meetings with representatives of these organizations to discuss ways of improving and expanding the delivery of medical services to our target population.</p> <p>Patients are referred to DEO from other non-profit service providers, including Greater Works, Providence Ministries, and DOC-UP, area churches, service clubs; other medical providers; and Hamilton Medical Center. There are also people who have learned about the clinic through friends and neighbors who are patients.</p> <p>DEO Board of Directors – See Exhibit #1  NGHP Board of Directors – See Exhibit #2  DEO Key Staff – See Exhibit #3  NGHP Key Staff – See Exhibit #4  DEO Organizational Chart – See Exhibit #5  NGHP Organizational Chart – See Exhibit #6  DEO Medical Volunteers #7  DEO Non-Medical Volunteers #8</p> <p>DEO References – See Exhibit #9  NGHP References – See Exhibit #10</p>
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3.	Please provide evidence that the Proposer is financially viable to maintain operations during the term of the contract/lease, such as: financial statements; tax returns; credit history letter from financial institution. You may include supporting documents.	<p>Financial Statements: See exhibit #11 including 2017 Profit and Loss Statement and April 2018 Balance Sheet</p> <p>Tax Return: See exhibit #11 including 2017 Form 990 (Non-profit tax return)</p> <p>Credit History Letter: The DEO Clinic has never borrowed funds for operation. See exhibit #11 including Vendor Accounts/Credit References</p> <p>Reserve Funds: The DEO Clinic maintains a reserve fund to cover 3 months' operating expenses. At present the reserve fund is \$32,000. The reserve fund is reviewed periodically and adjusted as needed.</p> <p>Grants, Foundation Support See exhibit #13 including DEO Current Grantors/Foundation Support See exhibit #13 including NGHP Endowment Statement</p> <p><b>Projected Donations and Fundraising Efforts</b> The DEO Clinic raises funds through concerts, direct solicitations from donors, and fundraising letters (three are scheduled for 2018: Annual Campaign in June; Fall Campaign in September; and Christmas gift campaign in December). See exhibit #13 including the Deo Clinic scheduled fundraising Campaigns.</p>
4.	Describe the days of week and hours of operation Proposer would be open and see patients	<p>The DEO Clinic is currently open 4 days per week. Approximately 30 - 32 hours are blocked out for patient visits. At present we are open Monday 9 am to 8 pm; Tuesdays and Wednesdays 8 am to 5 pm; and Thursdays 8 am to 8 pm. We believe that the hours of operation meet the needs of many of our patients who work during the day. Quite often lower wage jobs do not have paid sick leave days and many of our patients cannot afford to miss work. DEO would provide services on the same days and times unless changes were deemed necessary to better serve our patients and availability of volunteers. The Northwest Georgia Healthcare Partnership will have a Child Health Advocate and Affordable Health Care Act Navigator on site on Fridays 8 am until 5 pm to enroll children in Peach Care and to assist patients who enroll in other insurance plans.</p>

5.	Please describe how the Proposer will serve patients in the following categories: uninsured; underinsured; Medicare participants; Medicaid participants; PeachCare participants	<p>The mission of the DEO Clinic is to provide free competent and compassionate health care to residents 18 to 64 of Whitfield and Murray Counties who have no insurance and are 200% or less of the Federal Poverty Level. The DEO Clinic would continue its mission. Medicare and Medicaid patients would be referred to the Health Department, Hamilton Convenient Care, and other participating medical providers.</p> <p>NGHP will be proactive in creating a seamless referral process for all Medicaid, Medicare, and PeachCare participants who were being seen by providers of North Georgia Mountain Health. PeachCare participants will be provided with a list of Pediatric Providers accepting PeachCare insurance. An NGHP advocate will assist in helping individuals with this process as well as with the enrollment process for children meeting the eligibility guidelines for PeachCare. A Navigator provided by NGHP will assist individuals with enrollment in Affordable Care Act insurers.</p>
6.	Please explain how Proposer will comply with requirements for liability insurance for its own employees or volunteers; and provide its own employees' worker's compensation insurance if required	<p>DEO Clinic Board Policy states that:</p> <p>The DEO Clinic will maintain a one million dollar Officers and Directors liability policy and employment liability.</p> <p>The DEO Clinic will maintain adequate General Liability Insurance protecting the clinic against allegations that someone suffered bodily injury, property damage or various kinds of personal injury arising from the premises or operations.*</p> <p>The DEO Clinic will maintain insurance coverage to cover Business Personal Property at Replacement Cost.*</p> <p>Medical Malpractice Insurance for DEO medical volunteers is provided by the Georgia Volunteer Health Care Program, administered by the Georgia Department of Health.</p> <p>DEO maintains Worker's Compensation Insurance for all employees.</p> <p>*Current liability coverage is \$1,000,000 per occurrence; general aggregate of \$2,000,000.  * Current business property coverage is \$56,000.</p>
7.	Is your Proposer's response complete? <ul style="list-style-type: none"> <li>Registered as a Vendor with City of Dalton (see RFP, section 6)</li> </ul>	<p>Applicants have registered as Vendors with the City of Dalton. Confirmations of such are attached as "Exhibit 14."</p>

	<ul style="list-style-type: none"> <li>• Completed Proposer Response Form</li> <li>• Delivered all required documents to CFO Cindy Jackson before closing date (see RFP, section 1)</li> </ul>	
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## Board of Directors Roster

Thomas Bartley  
1617 Rio Vista Drive  
Dalton, GA 30720  
706-226-5410  
bartley10@windstream.net

David Blaylock – Board President  
817 E. Willow Park Dr.  
Dalton, GA 30720  
706-278-0665  
david07@optilink.us

Stan Easley  
700 Greenwood Drive  
Dalton, GA 30720  
706-278-7879 (work)  
dseas@optilink.us

Deborah Jones  
341 Haig Mill Rd NW  
Dalton, GA 30721  
706-278-0138 Ext 308 work  
deb05@optilink.us

Julia Lansing – Secretary  
538 Sam Love Rd.  
Rocky Face, GA 30740  
706-581-0213  
jdl@optilink.us

Nathan Lock  
McCamy, Phillips, Tuggle, and Fordham  
411 W. Crawford St.  
Dalton, GA 30720  
706- 278-4499

Katherine Reisz  
1703 Briarcliff Circle  
Dalton, GA 30720  
706-226-9714  
pkreisz@gmail.com

Rod Rodriguez, Medical Director  
NW Georgia Medical Plaza  
1404 North Thornton Ave.  
Dalton, GA 30720  
706-275-9000  
daltonsurgeon@gmail.com

Rev. Will Scott  
First Presbyterian Church  
101 S. Selvidge Street  
Dalton, GA 30720  
706-278-8161

Karah Smith PA  
1496 Houston Valley Rd.  
Ringgold, GA 30736  
706-264-8026  
karah@chcenter.com



A Regional Center of Health Solutions

NORTHWEST  
GEORGIA  
HEALTHCARE  
PARTNERSHIP

for health for community for life

P.O. Box 182 Dalton, Georgia 30722-0182  
706 272 6662 F 706 272 5941

## Board of Directors

	Board Member Name	Position	Email
Brittany Pittman, Chair	Brittany Pittman	Chairman	<a href="mailto:brittany.pittman@dca.ga.gov">brittany.pittman@dca.ga.gov</a>
Mark Mixer, Vice Chair	Mark Mixer	Vice Chairman	<a href="mailto:mmixer@alliantplans.com">mmixer@alliantplans.com</a>
Tim Baucom	Tim Baucom		<a href="mailto:Tim.baucom@shawinc.com">Tim.baucom@shawinc.com</a>
Bruce Broadrick	Bruce Broadrick		<a href="mailto:bbroadrick@msn.com">bbroadrick@msn.com</a>
Michael Brown, M.D.	Michael Brown, M.D.		<a href="mailto:mbrown@sutterfamilypractice.com">mbrown@sutterfamilypractice.com</a>
Vann W. Brown	Vann Brown	Executive Committee	<a href="mailto:brownoxventures@gmail.com">brownoxventures@gmail.com</a>
Roger Cheek	Roger Cheek		<a href="mailto:rcheek@lyleind.com">rcheek@lyleind.com</a>
Piet Dossche	Piet Dossche		<a href="mailto:piet@usfloorsllc.com">piet@usfloorsllc.com</a>
Matt Evans	Matt Evans		<a href="mailto:matt@rockbridge.cc">matt@rockbridge.cc</a>
Dr. Judy Gilreath	Dr. Judy Gilreath		<a href="mailto:judy_gilreath@whitfield.k12.ga.us">judy_gilreath@whitfield.k12.ga.us</a>
Ian Hamilton, M.D.	Ian Hamilton, M.D.	Executive Committee	<a href="mailto:inhamilton@aol.com">inhamilton@aol.com</a>
Dr. Jim Hawkins	Dr. Jim Hawkins	Executive Committee	<a href="mailto:jim.hawkins@dalton.k12.ga.us">jim.hawkins@dalton.k12.ga.us</a>
William F. Jourdain	Bill Jourdain		<a href="mailto:wjourdain@minorfirm.com">wjourdain@minorfirm.com</a>
Jackie Killings	Jackie Killings		<a href="mailto:jackie_killings@mohawkind.com">jackie_killings@mohawkind.com</a>
Lynette Laughter	Lynn Laughter		<a href="mailto:lynette.laughter@laughterandjones.com">lynette.laughter@laughterandjones.com</a>
Dr. Eric McFee	Dr. Eric McFee		<a href="mailto:eric.mcfee@murray.k12.ga.us">eric.mcfee@murray.k12.ga.us</a>
Zab Mendez	Zab Mendez	Treasurer/Secretary	<a href="mailto:zab.mendez@synovus.com">zab.mendez@synovus.com</a>
Jeff Myers	Jeff Myers	Executive Committee	<a href="mailto:jmyers@hhcs.org">jmyers@hhcs.org</a>
Sherrie Patterson	Sherrie Patterson		<a href="mailto:shern@sutterfamilypractice.com">shern@sutterfamilypractice.com</a>
Sen. Chuck Payne	Sen. Chuck Payne		<a href="mailto:cfpaynejr@gmail.com">cfpaynejr@gmail.com</a>
Pablo Perez, M.D.	Pablo Perez, M.D.		<a href="mailto:serviceoflove@gmail.com">serviceoflove@gmail.com</a>
Dr. John Schwenn	Dr. John Schwenn		<a href="mailto:jschwenn@daltonstate.edu">jschwenn@daltonstate.edu</a>
Luis Viamonte, M.D.	Luis Viamonte, M.D.		<a href="mailto:lmviamontemd@gmail.com">lmviamontemd@gmail.com</a>
Joe Yarbrough	Joe Yarbrough	Executive Committee	<a href="mailto:jyarbrough@carpet-rug.org">jyarbrough@carpet-rug.org</a>
Zachary Taylor, M.D.	Zachary Taylor, M.D.	Ex Officio	<a href="mailto:zachary.taylor@dph.ga.gov">zachary.taylor@dph.ga.gov</a>
Greg Dent	Greg Dent	Executive Committee	<a href="mailto:gident@nghp.org">gident@nghp.org</a>

Zachary Taylor, M.D.  
(Ex Officio)

Gregory J. Dent  
Executive Director

## **Key Staff - DEO Clinic, Inc.**

### **Medical Director**

Rodovaldo Rodriguez, MD  
Georgia Southern College 1986  
Morehouse School Of Medicine 1990  
Rush Presbyterian St. Luke's Medical Center Residency Hospital 1996  
ACS Fellow 2011  
CMS Stage 1 EHR, CMS Stage 1 EHR 2012  
Hospital Hero Award (for humanitarian service) 2013  
Board Certified Surgeon, 20+ years experience

### **Executive Director**

Thomas Brown  
Bachelor of Arts, History Political Science, Presbyterian College 1977.  
Associate of Applied Science in Technology, Dalton State College 1999.  
Masters of Arts, Education, Tusculum College Greeneville, TN, 2000.  
Educational Specialist in Instructional Technology, The University of Tennessee at Chattanooga, 2004  
Ongoing Continuing Education, University of Alabama at Birmingham, Louisville University  
22 years Whitfield County Schools  
Experience in fundraising and event planning

### **Medical Staff**

Elizabeth Kinsey, RN  
Bachelor of Science in Nursing, Virginia Commonwealth University/Medical College of VA  
1981 Ongoing Continuing Education, James Madison University  
Experience: Clinical Nursing Instructor – Dalton State College, Health and Wellness Promotion  
at PEAK Health; and, outpatient surgery – Williams Plastic and Reconstructive Surgery,  
Professional Eye Associates, and Hamilton Medical Center.

Jody Nation, APRN\* (provided by Northwest Georgia Healthcare Partnership)  
Master of Science – FNP, Kennesaw State University 2012  
Bachelor of Science in Nursing, Chamberlain College of Nursing 2011  
Associate of Science in Nursing, Dalton State College 2006  
BLS and ACLS Certified.  
Experience: Nurse Practitioner, Pulmonary and Sleep Medicine; Nurse Supervisor, Dialysis  
Clinic, Inc.; Director of Nursing at Heritage Health Care; Nursing Supervisor/ADON,  
Chatsworth Healthcare.

Rebecca Odum, RN

Nursing Degree. Piedmont School of Nursing

Experience: 43 years nursing; Clinical Nurse Hamilton Healthcare; vascular unit at Self Regional Hospital; RN Supervisor Home Health; outpatient clinics at University Hospital, Augusta GA.

### **Office Staff**

Laura Mendiola receptionist/medical office assistant

Southeast Whitfield High School 2013

Experience: Pharmacy Tech/Clerk, Walgreens, Dalton, GA

### **Volunteers**

Martha Wassum, Volunteer Coordinator

As of May 1, 2018 the DEO Clinic currently has 64 active volunteers, of whom 41 are medical and 23 non-medical.

6 MDs; 7 Nurse Practitioners; 3 Physician's Assistants; 1 Pharmacist; 16 Registered Nurses; 4 Licensed Practical Nurses; 2 Phlebotomists; 1 Respiratory Therapist; 1 Physical Therapist.

The Clinic also has 23 non-medical volunteers. This includes 15 trained eligibility specialists (two of whom are bi-lingual); and 3 translators.

## NGHP Key Staff

### Greg Dent

A solid base in financial management is the cornerstone of Greg Dent's professional career. A Georgia College and State University graduate, Greg earned a Bachelor of Business Administration with an emphasis in Accounting. Formerly affiliated with McNair, McLemore, Middlebrooks and Company, a regional public accounting firm, and The Robinson-Humphrey Company, a securities brokerage firm, Greg started his own business in 1997, Macon, Georgia-based Dent Capital Management, an investment and management-consulting firm.

His role in the public service sector began in 1996 when he was elected to the Crawford County Board of Commissioners. In 1999, he was asked to serve on the Community Health Works Board of Directors. In 2001, Greg was elected Chairman of the Commission Board and served as Chairman of the Health & Human Services Policy committee for the Association of County Commissioners of Georgia. In this capacity, he helped formulate and lobby for policies that are beneficial to Georgia counties and others responsible for the health and welfare of the citizens of Georgia. In 2003, Greg accepted the position of Chief Financial Officer for Community Health Works, and was appointed President and Chief Executive Officer of the organization in 2004. Since that time, he has worked tirelessly for the good of the people of Georgia.

Greg has been active on the national level, serving as a Trustee of the National Rural Health Association and Member of the NRHA's Rural Health Policy Board, as well as President of the National Cooperative Health Networks Board of Directors. His statewide experience includes service as President of Georgia Small Business Lender, which manages a healthcare revolving loan fund, and President of Georgia Rural Health Association's Board of Directors. A Member of the America College of Healthcare Executives, Greg is a 2015 Leadership Dalton-Whitfield Alumni, Board Member of the Rotary Club of Dalton, and 2002 Leadership Georgia Alumni.

Greg enjoys life in Northwest Georgia with his wife Marybeth and constant companions, their Yorkies, Winston and Hershey. Greg's son Adam is a student at Kennesaw State University.

### Teresa Mendez

Teresa Mendez has been with the Northwest Georgia Healthcare Partnership since 2006. For the past 4 years Teresa has served as our director of patient services and senior Promotora de Salud. Her duties involve helping, advocating and providing case management for Whitfield, Murray and Gordon counties. Teresa is an Alumni of McGuire & Associates Computer Solutions and Emerging Leaders Institute. She holds multiple certificates involving healthy living, cancer treatment, and diabetes prevention and management. Her pride and joy are her two twin boys Matteo and Thomas.

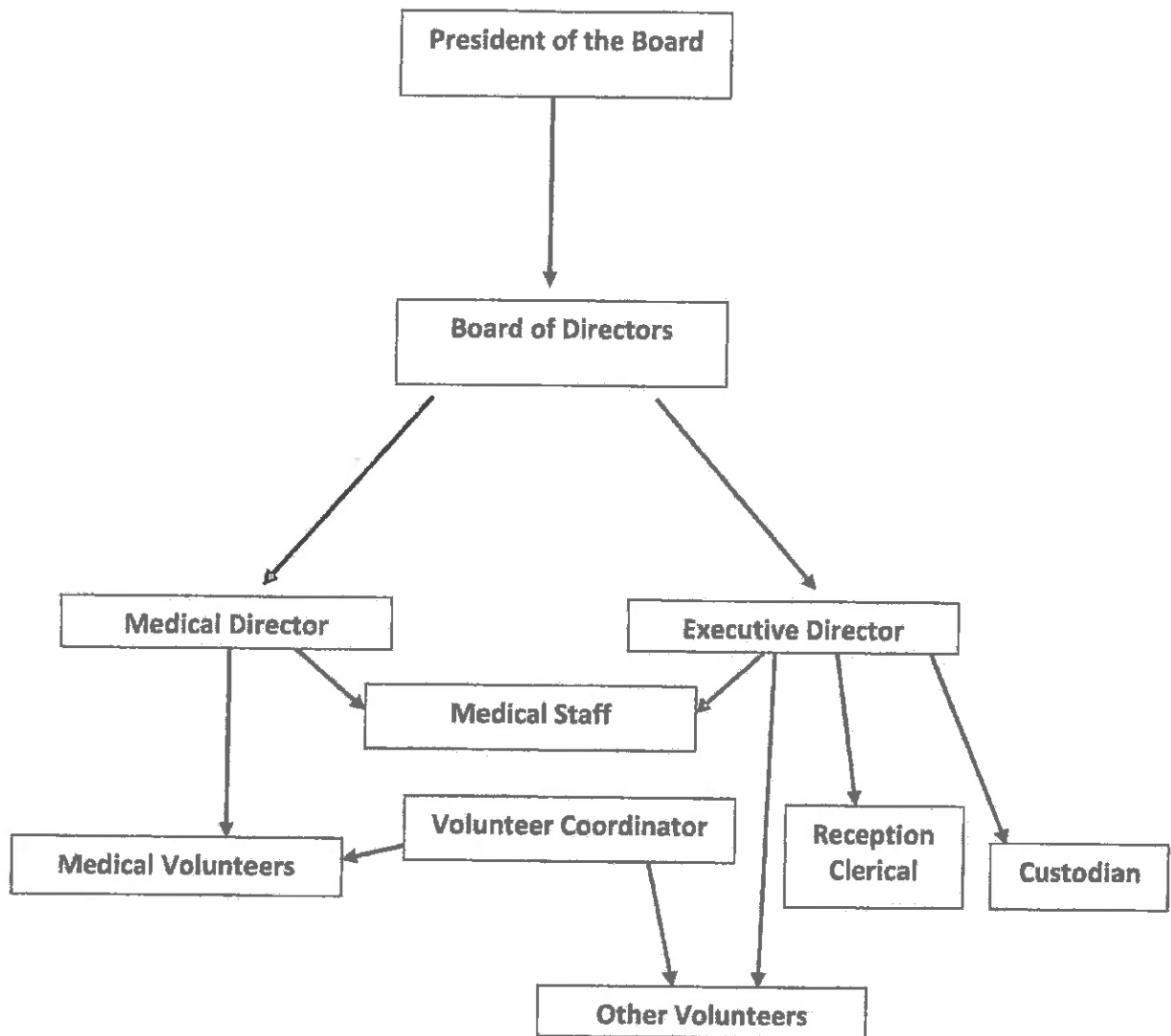
### Reyna Torres

Reyna Peinado has been with the Northwest Georgia Healthcare Partnership since September 2007. Working as a promotora de salud (community health worker), Reyna's number one priority as a community health worker was to educate the Latino community in health-related issues and prevent diseases from occurring or becoming uncontrollable. Ranging from dental health to explaining cancer treatments options to patients, Reyna strongly believes her experience as a community health worker

has given her awareness of community needs. For many local families, the thought of health insurance coverage seems impossible.

As child health advocate, Reyna's number one goal is to assist these qualifying families with the enrollment and redetermination process for Medicaid and PeachCare for Kids. Reyna is a graduate of the Whitfield County Career Academy and is attending Dalton State College. Reyna enjoys spending time with family as well as shopping, dancing, reading, and scrap-booking. Being fluent in Spanish and English, Reyna desires to assist the entire community in a timely manner.

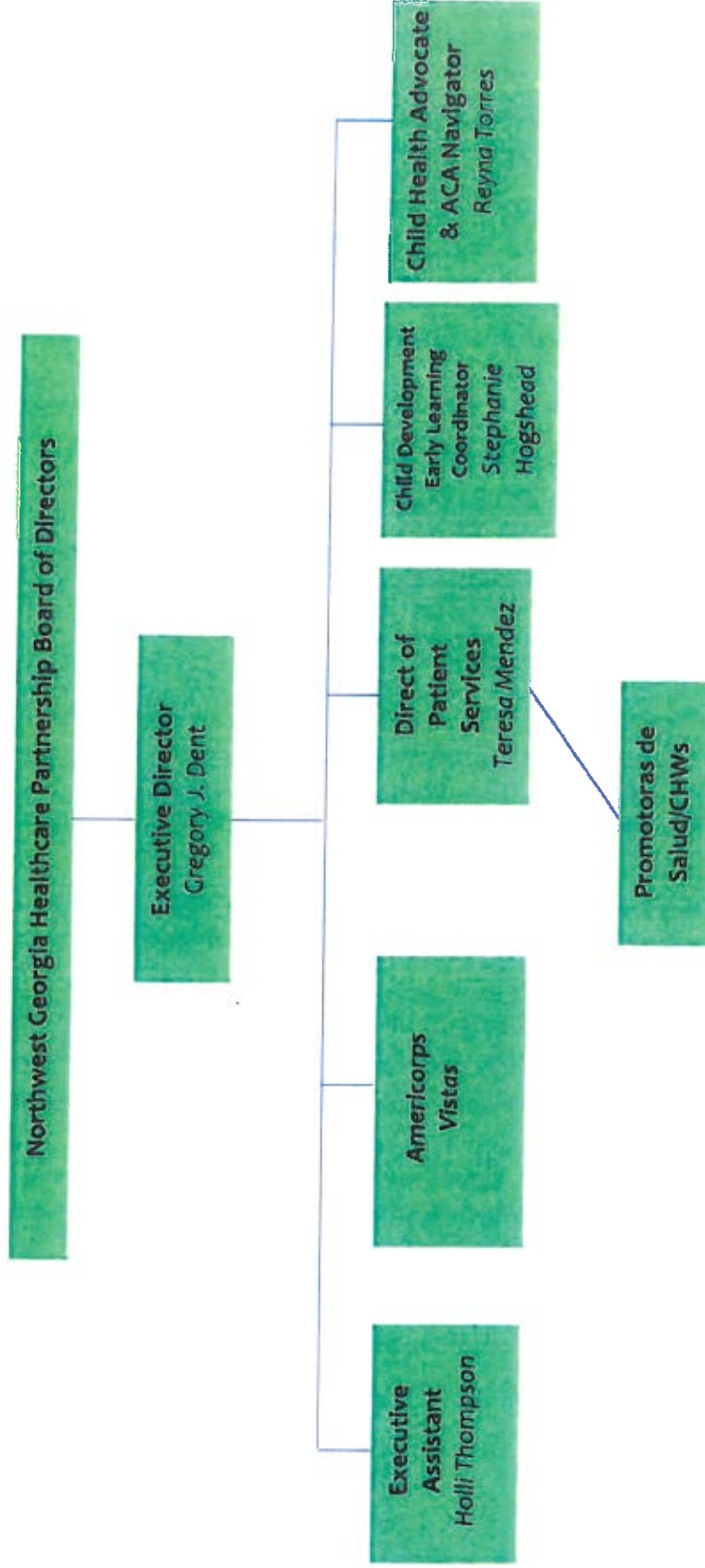
## DEO Clinic Organizational Chart







## ORGANIZATIONAL CHART



**DEO Medical Volunteers - Revised 4-30-18**

Bailey, Kimberly NP  
3025 Saratoga Drive  
Dalton, GA 30721

Barbree, Cathy Pharmacist  
235 Cook Hollow Way  
Cohutta, GA 30710

Bedgood, Raymond MD Internal Medicine  
1905 Tara Place  
Dalton, Ga 30720

Boers, Tom Physical Therapist  
8213 Frank Houser Ave.  
Columbus, GA. 31909

Bruton, Michelle RN  
20 Northfield Drive  
Chatsworth, Ga.30705

Callaway, Renee Lab Tech (MLT)  
2152 McCamish RD.  
Dalton, GA 30720

Castleberry, Linda LPN  
Chattanooga, TN

Craig, Laura Lab Tech  
1898 N.Summit Drive Unit 47  
Dalton, GA. 30720

Dennard, Dr. David  
102 Davidson  
Dalton, Ga. 30720

Elrod, Leah FNP INACTIVE  
4124 Dog Legg Dr.  
Cohutta, GA 30710

Giammarella, Nancy NP  
1127 Glencove Dr.  
Dalton, GA 30720

Godfrey, Beverly LPN  
290 Rogers Road  
Chatsworth, GA 30705

Hasty, Amanda RN  
2203 McCamish Rd NE  
Dalton, Ga. 30721

Hatfield, Joyce RN  
201 E Lee Drive  
Tunnel Hill, GA 30755

Hayes, Juli  
576 Emmett Drive  
Dalton, GA 30721

Hill, Suzanne NP  
931 Piney Hill Rd.  
Chatsworth, GA 30705

Higdon, Cherish RN        INACTIVE  
285 Dogwood Hills Drive  
Chatsworth, GA. 30705

Hoff, Sonia Lafreda NP  
P.O. Box 1656  
Rocky Face, GA 30740

Hoyt, Virginia Alexandra Watts RN  
PO Box 2517  
Dalton, GA 30722

Hull, Deborah RN  
2190 Fawn Dr.  
Dalton, GA 30720

Hurt, Robin NP FNP-BC  
1703 Brandywind Way  
Dalton, Ga. 30720

Hutcheson, Marilyn RN(Lab Administrator)  
2204 Mathis Lane  
Dalton, GA 30720

Jackson, Mary Linda RN (evening nurse and blood draw)  
82 Timothy Drive  
Ringgold, GA 30736

Jacobs, Stacy LPN  
1012 Holly Grove Dr.  
Dalton, GA 30721

Jones, Bliss RN  
620 Lamont Dr.  
Dalton, GA 30720

Kinsey, Beth RN  
1901 Canterbury  
Dalton, GA 30720

Lancaster, Carlton MD  
821 Thornton Place  
Dalton, GA 30720

McCalley, Shannon LPN  
740 Richardson Rd.  
Dalton, GA. 30721

Maxwell, Therese Dr.  
1300 Granada Way  
Dalton, GA 30720

Mosteller, Buffy NP  
794 HWY 225 South  
Chatsworth, GA 30705

O'Brien, Cindy RN  
2101 Chatham  
Dalton, GA. 30720

Odum, Rebecca J. (Becky) RN  
158 Earls Way  
Chatsworth, GA 30815

Olson, Gary MD Cardiology  
1436 Broadrick Dr.  
Dalton, GA 30720

Parker, Sheila RN Inactive  
335 Nob North Dr.  
Cohutta, GA 30710

Parrish Tabatha RN  
292 Serena Way  
Dalton, GA 30721

Paulson, Joseph PA  
1114 Professional Blvd.  
Dalton, GA. 30720

Pearson, Debbie RN  
577 Tilton Rd.  
Dalton, GA. 30721

Pepper James Robert, Respiratory Care Professional  
3023 Highland Circle  
Rocky Face, GA. 30740-9012

Ridley, Teresa RN  
145 Pine Hill Dr.  
Chatsworth, GA. 30705

Rod Rodriguez MD, DEO Medical Director  
NW Georgia Medical Plaza  
1504 N. Thornton Avenue  
Suite 101  
Dalton, Georgia 30720

Setters, Jack PA & Attorney  
313 Selvidge Street Suite 301  
P.O. Box 2583  
Dalton, GA 30722

Smith, Karah PA  
1496 Houston Valley Rd.  
Ringgold, GA 30736

Sutton, Bessie NP  
Crawford Street  
Dalton, GA 30720

Veys, Joseph MD urologist Inactive  
P.O. Box 2249  
Dalton, Ga. 30722-2249

Witherow, Jimmy Lou LPN  
P.O. Box 151  
Chatsworth, GA 3070

White, Linda RN, DEO Medical Resource  
1611 Rio Vista Dr.  
Dalton, GA 30720

Yother, Jessica RN Inactive  
1902 Meadowbrook Circle  
Dalton, GA 30720

## **DEO Non-Medical Volunteers Revised 4/30/18**

Adams, Dee Anne Medication Recording  
516 Rainsong Rd.  
Dalton, GA 30720

Addis, Sally  
105 Jeanette Drive  
Dalton, GA. 30721

Alderman, Charles Student Volunteer  
1918 Canterbury NW  
Dalton, Ga. 30720

Andersen, Ellen  
604 Greenwood Drive  
Dalton, GA 30720

Baird, Jim - Eligibility Specialist/Social Worker)  
303 Davidson Dr.  
Dalton, GA. 30720

Bennett, Beth Haney - Eligibility Specialist/Social Worker  
470 Jolly Rd NW  
Calhoun, GA 30701

Calhoun, Jamie PHD -Eligibility Specialist/Counselor  
923 Stoneleigh Rd.  
Dalton, GA 30720

Calhoun, Lorijo –Eligibility Specialist  
860 Lake Katherine Rd.  
Tunnel Hill, GA. 30755

Campbell, Carrie Marie - Eligibility Specialist/Social Worker  
456 Palomino Dr.  
Dalton, GA

Campbell, Mary Loretta - Eligibility Specialist  
1896 Middle Summit Dr. # 95  
Dalton, Ga. 30721

Cross, Tammy Inactive  
3200 Hickory Flats Rd. SE  
Dalton, GA 30721

Corbin, Jean- Eligibility Specialist/Counselor  
1458 Shady Acres, NE  
Dalton, GA 30721

D'Olivo, Marge – Eligibility Specialist  
2008 Southview Dr.  
Dalton, GA. 30720

Griffin, Laura - Eligibility Specialist  
1410 Sherwood Dr.  
Dalton, GA. 30720

Johnson, Debbie  
555 South Bishop Trail  
Rocky Face, GA 30740

Lansing, Julia - Eligibility Specialist  
538 Sam Love Rd.  
Rocky Face, GA. 30740

McCleery, Cindy  
Rocky Face, GA 30740

Paniagua, Jayline - Translator  
520 Stillwood Dr.  
Dalton, Ga 30721

Pressley, Janice – Eligibility Specialist  
1713 Rio Vista Drive  
Dalton, GA 30720

Quarles, Judy L. - Eligibility Specialist  
1000 Winwood Dr.  
Dalton, GA 30721

Ramos, Elaine - Translator  
P.O. Box 1592  
Dalton, GA 30722

Ray, Amy - Eligibility Specialist  
11 Hardy Street  
Chatsworth, GA. 30705

Springfield, Camilla - Eligibility Specialist  
227 Cedar Street  
Chatsworth, GA 30705

Wagner, Nick –Pre-Med Student Volunteer  
Dalton, GA

Wassum, Martha - Eligibility Specialist/Volunteer Coordinator  
909 Rockdale Dr.  
Dalton, GA 30720





*To Whom it May Concern:*

*As Executive Director of the Dalton Organization of Churches United for People, I see the benefits of the DEO Clinic on a regular basis. Our agencies see similar and sometimes the same clients, we share information benefitting the lower-income community in this area and we even have overlapping supporters and volunteers.*

*At DOC-UP, we provide financial assistance with Rent, Utilities or Prescriptions costs to residents of Whitfield County. Through our work here we are able to refer clients to the DEO Clinic if they need medical care and the DEO Clinic may refer clients to us for financial support. The cross-referrals benefit the community as much as the individual clients. By one example, we had a client at DOC-UP who was unable to pay all of their monthly bills in a crisis. Although we did not request medical information from the client, the interview revealed that uncontrolled diabetes was a raging force in their daily life and they needed immediate care. The client had visited the ER several times, but was unable to manage in daily life. Because we were able to contact the DEO Clinic directly, the client was able to get an appointment right away to begin the journey back to health and independence. Without the care of both our agencies our lower income neighbors would remain sick and contagious, lacking much-needed prescription therapy, and potentially losing stable housing.*

*Other collaborations include sharing information about prescription services, free meals or free clothing. We have also worked together to locate durable medical equipment for people in the community who have been recently diagnosed and in desperate need.*

*Having said all of this, I would like to assure you that the DEO Clinic is busy at work providing compassionate medical care to low income individuals in our community. They have recently expanded their hours and continually look for ways to better serve our area.*

*Thank you for your time,*

Heather Donahue  
Executive Director  
DOC-UP

**"Keeping Families at Home"**

100 W. GORDON STREET • DALTON, GA 30720 • DOCUP.DALTON@GMAIL.COM • WWW.DOCUP-DALTON.ORG

May 4, 2018

Therese Maxwell M. D. (Church)  
1300 Granada Way  
Dalton, GA 30720

Re: DEO Clinic

To whom it may concern;

Since shortly after my retirement from my medical practice in 2009, I have been a physician volunteer at the DEO Clinic. I believe the clinic was started in approximately 2005 by Dr. Rod Rodriguez. The clinic has been continuously serving the poor and uninsured adults since I have volunteered there.

The quality of care of our patients has been excellent, and all the ones I have seen or heard about have been genuinely grateful for the thorough and compassionate care that they have received. In spite of very limited resources, we have been able to accomplish quality care within the clinic at no cost to the patient, and we make sure that anyone who needs expertise that we cannot provide receives appropriate referrals for exams and to specialty physicians.

It has been a privilege for me to serve the indigent community through DOE Clinic. I also appreciate that this clinic exists because of the many other volunteers including excellent and dedicated volunteer physicians, nurse practioners, physician assistants, nurses, and non-medical volunteers.

Please do not hesitate to call or email me with any questions.

Sincerely,

Therese Maxwell Church  
[Tmchurch179@gmail.com](mailto:Tmchurch179@gmail.com)  
706-313-2421 (cell)



**NORTH GEORGIA HEALTH DISTRICT**

1710 Whitehouse Court  
Dalton, Georgia 30720

Website: [nagh.org](http://nagh.org)  

**Zachary Taylor, MD, MS**

District Health Director

(706) 529-5757 office

(706) 529-5740 fax

[Zachary.Taylor@dnh.ga.gov](mailto:Zachary.Taylor@dnh.ga.gov)

May 10, 2018

City of Dalton  
PO Box 1205  
Dalton, Georgia 30720

Dear Sir or Madam:

Please accept this letter of commitment for the joint application being submitted by the DEO Clinic and the Northwest Georgia Health Partnership (NGHP) in Dalton, GA to relocate the DEO Clinic to the Mack Gaston site.

The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by the clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic's patients might be best described as "working poor", the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.

Services provided by the clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, x-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic.

The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals will be made as necessary with the appropriate DEO volunteer or NGHP referral specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.

North Georgia Health District fully supports the expanded role of Northwest Georgia Healthcare Partnership to manage incoming patients of the DEO Clinic to ensure they are navigated to the proper healthcare provider. As the voice of the "uninsured", we believe NGHP will be a strong advocate for Whitfield County citizens whom will receive a better quality of care, more timely referrals to and from the hospital and for specialty care and will



**NORTH GEORGIA HEALTH DISTRICT 1-2**

Cherokee: Canton (770) 345-7371 / Woodstock (770) 928-0133    Gilmer (706) 635-4363    Pickens (706) 253-2821  
Fannin (706) 632-3023    Murray (706) 695-4585    Whitfield (706) 279-9600

help more fully integrate patients into our local system of care. NGHP's long tradition of providing navigation for enrollment in the Affordable Care Act and Peachcare will help these patients and serve to strengthen our community healthcare safety net. In addition, we commit to and have the capacity to see any patient referrals, regardless of documentation or insurance status, from the clinic that cannot be seen at the DEO Clinic to ensure patients primary care needs are met.

It is North Georgia Health District's distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.

Sincerely,

A handwritten signature in black ink, appearing to read "Zachary Taylor", followed by the letters "MD" in a larger, bold font.

Zachary Taylor, MD, MS  
District Health Director  
North Georgia Health District  
1710 Whitehouse CT  
Dalton, GA 30720  
706-529-5757  
[Zachary.Taylor@dph.ga.gov](mailto:Zachary.Taylor@dph.ga.gov)



May 10, 2018

City of Dalton  
PO Box 1205  
Dalton, Georgia 30720

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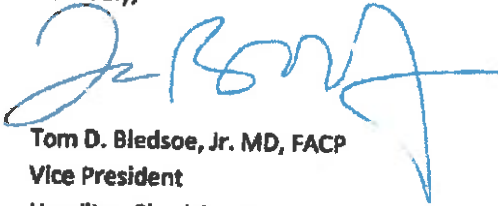
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The Hamilton Physicians Group fully supports the expanded role of Northwest Georgia Healthcare Partnership to manage incoming patients of the DEO Clinic to ensure they are navigated to the proper healthcare provider. As the voice of the "uninsured", we believe NGHP will be a strong advocate for Whitfield County citizens whom will receive a better quality of care, more timely referrals to and from the hospital and for specialty care and will help more fully integrate patients into our local system of care. NGHP's long tradition of providing navigation for enrollment in the Affordable Care Act and

**Peachcare will help these patients and serve to strengthen our community healthcare safety net. In addition, we commit to and have the capacity to see any patient referrals from the clinic that cannot be seen at the DEO Clinic to ensure patients primary care needs are met.**

**It is Hamilton Physician's Group's distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.**

**Sincerely,**

A handwritten signature in blue ink, appearing to read "Tom Bledsoe, Jr.", with a stylized, cursive script.

**Tom D. Bledsoe, Jr. MD, FACP  
Vice President  
Hamilton Physician Group, Inc.**

**1200 Memorial Drive  
Dalton, GA 30722**



**Jeffrey D. Myers**  
**President and Chief Executive Officer**  
Telephone: 706 272 6411  
Facsimile: 706 272 6110  
Email: [jmyers@hhcs.org](mailto:jmyers@hhcs.org)

**May 9, 2018**

**City of Dalton**  
**PO Box 1205**  
**Dalton, Georgia 30720**

**Dear Sir or Madam:**

Please accept this letter of commitment for the joint application being submitted by the DEO Clinic and the Northwest Georgia Health Partnership (NGHP) in Dalton, GA to relocate the DEO Clinic to the Mack Gaston site.

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City of Dalton  
May 9, 2018

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It is Hamilton Medical Center's distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.

Sincerely,



Jeffrey D. Myers  
President and CEO



5:01 PM  
05/05/18  
Accrual Basis

**D.E.O. Clinic, Inc.**  
**Profit & Loss**  
March through April 2018

	<u>Mar - Apr 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	1,000.00
43330 · Foundation and Trust Grants	2,500.00
43340 · Nonprofit Organization Grants	2,500.00
<b>Total 43300 · Direct Public Grants</b>	<u>6,000.00</u>
43400 · Direct Public Support	
43410 · Corporate Contributions	5,037.05
43450 · Individ, Business Contributions	1,500.00
43600 · Fund Raisers	3,910.15
<b>Total 43400 · Direct Public Support</b>	<u>10,447.20</u>
45000 · Investments	
45030 · Interest-Savings, Short-term CD	13.64
<b>Total 45000 · Investments</b>	<u>13.64</u>
<b>Total Income</b>	<b>16,460.84</b>
<b>Expense</b>	
61000 · Salaries	
61010 · Cleaning	240.00
61020 · Director	4,040.00
61030 · Nursing	5,818.00
61040 · - Office Staff	2,515.00
<b>Total 61000 · Salaries</b>	<u>12,613.00</u>
62100 · Contract Services	
62160 · Volunteer Services	450.00
<b>Total 62100 · Contract Services</b>	<u>450.00</u>
62800 · Facilities and Equipment	
62890 · Rent, Parking, Utilities	1,026.98
<b>Total 62800 · Facilities and Equipment</b>	<u>1,026.98</u>
63000 · Medicines	211.28
63100 · Medical Expenses	443.69
63200 · Radiology Expenses	332.06
63300 · Laboratory Expense	656.00
65000 · Operations	
65030 · Printing and Copying	145.03
65040 · Supplies	345.47
65050 · Telephone, Telecommunications	145.04
65180 · Transportation	126.00
65500 · Fund Raising Expense	1,147.94
<b>Total 65000 · Operations</b>	<u>1,909.48</u>
65100 · Other Types of Expenses	
65120 · Insurance - Liability, D and O	1,488.00
65160 · Other Costs	-3.00
<b>Total 65100 · Other Types of Expenses</b>	<u>1,485.00</u>
66000 · Payroll Expenses - FICA	823.57
66010 · Federal Withholding	49.00
66020 · GA State Withholding	178.00
<b>Total Expense</b>	<u>20,178.06</u>
<b>Net Ordinary Income</b>	<u>-3,717.22</u>
<b>Net Income</b>	<u><u>-3,717.22</u></u>

5:00 PM  
05/05/18  
Accrual Basis

**D.E.O. Clinic, Inc.**  
**Balance Sheet**  
**As of April 30, 2018**

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 - Bank of the Ozarks	111,900.21
<b>Total Checking/Savings</b>	<u>111,900.21</u>
<b>Other Current Assets</b>	
13500 - Supplies Inventory	2,500.10
<b>Total Other Current Assets</b>	<u>2,500.10</u>
<b>Total Current Assets</b>	<u>114,400.31</u>
<b>Other Assets</b>	
18300 - Other Investments	10,000.00
<b>Total Other Assets</b>	<u>10,000.00</u>
<b>TOTAL ASSETS</b>	<u><u>124,400.31</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
30000 - Opening Balance Equity	19,601.56
32000 - Unrestricted Net Assets	86,260.27
Net Income	18,538.48
<b>Total Equity</b>	<u>124,400.31</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>124,400.31</u></u>

NORTHWEST GEORGIA HEALTHCARE PARTNERSHIP, INC.  
SCHEDULE OF EXPENSES BY NATURAL CLASSIFICATION  
Year Ended December 31, 2016

	Program Services					Unallocated Program Expenses	Total Program Expenses
	Disease Management	Access to Healthcare	Senior Living	Healthy Lifestyles	Community Collaborative Efforts		
<b>EXPENSES</b>							
Salaries and benefits	\$ 28,454	\$ 45,081	\$7,320	\$ 33,616	\$ 15,864	\$ -	\$130,335
Supplies	-	-	-	-	-	4,767	4,767
Travel	-	-	-	-	-	25,294	25,294
Program delivery	-	-	617	1,060	1,000	-	2,677
Occupancy	-	-	-	-	-	-	-
Office maintenance	-	-	-	-	-	-	-
Postage	-	-	-	-	-	1,005	1,005
Computer expenses	-	-	-	-	-	-	-
Accounting services	-	-	-	-	-	-	-
Website maintenance	-	-	-	-	-	950	950
Insurance	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	2,959	2,959
Meetings	-	-	-	-	-	3,816	3,816
Consultant	-	-	-	-	-	16,742	16,742
Professional development	-	-	-	-	-	-	-
Dues and subscriptions	-	-	-	-	-	3,032	3,032
Leased equipment	-	-	-	-	-	-	-
Repairs and maintenance	-	-	-	-	-	-	-
Healthcare Classic	-	-	-	-	-	-	-
Grant writing and administration	-	-	-	-	-	7,541	7,541
Endowment	-	-	-	-	-	-	-
Legal services	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Total direct operating expenses</b>	<b>28,454</b>	<b>45,081</b>	<b>7,937</b>	<b>34,676</b>	<b>16,864</b>	<b>66,106</b>	<b>199,118</b>
Depreciation	-	-	-	-	-	-	-
<b>Total expenses before support costs</b>	<b>28,454</b>	<b>45,081</b>	<b>7,937</b>	<b>34,676</b>	<b>16,864</b>	<b>66,106</b>	<b>199,118</b>
Support costs charged to programs:							
Promotora costs	117,851	-	-	-	-	-	117,851
ARC costs	40,000	-	-	-	-	-	40,000
NHRA/Verizon costs	54,440	-	-	-	-	-	54,440
Insure Georgia costs	-	27,533	-	-	-	-	27,533
Child health advocate costs	-	20,589	-	-	-	-	20,589
Medbank costs	-	1,685	-	-	-	-	1,685
Georgia CORE costs	-	32,278	-	-	-	-	32,278
Community health fair costs	-	3,803	-	-	-	-	3,803
Northwest Georgia Healthy Babies costs	-	21,027	-	-	-	-	21,027
Autism	-	2,483	-	-	-	-	2,483
Dialysis	-	32,700	-	-	-	-	32,700
Child development/early learning	-	-	-	43,556	-	-	43,556
Book Blast	-	-	-	908	-	-	908
FC Family Engagement	-	-	-	3,139	-	-	3,139
WCBOE-GOSA	-	-	-	2,685	-	-	2,685
Shaw Foundation costs	-	-	-	53,088	-	-	53,088
Bike around Murray costs	-	-	-	15,106	-	-	15,106
<b>Total expenses</b>	<b>\$ 240,745</b>	<b>\$187,179</b>	<b>\$7,937</b>	<b>\$153,158</b>	<b>\$ 16,864</b>	<b>\$ 66,106</b>	<b>\$671,989</b>
Percentage of total expenses	28.31%	22.01%	0.93%	18.01%	1.98%	7.78%	79.02%

Administrative and Other Expenses			
General and Administrative	Fundraising	Total Administrative and Other	Total
\$ 37,504	\$ -	\$ 37,504	\$ 167,839
4,766	-	4,766	9,533
2,810	-	2,810	28,104
-	-	-	2,677
7,065	-	7,065	7,065
1,300	-	1,300	1,300
112	-	112	1,117
9,481	-	9,481	9,481
8,900	-	8,900	8,900
2,851	-	2,851	3,801
9,930	-	9,930	9,930
2,958	-	2,958	5,917
424	-	424	4,240
16,742	-	16,742	33,484
1,785	-	1,785	1,785
3,032	-	3,032	6,064
16,457	-	16,457	16,457
377	-	377	377
-	37,707	37,707	37,707
-	-	-	7,541
9,933	-	9,933	9,933
285	-	285	285
1,285	-	1,285	1,285
137,997	37,707	175,704	374,822
2,714	-	2,714	2,714
140,711	37,707	178,418	377,536
-	-	-	117,851
-	-	-	40,000
-	-	-	54,440
-	-	-	27,533
-	-	-	20,589
-	-	-	1,685
-	-	-	32,278
-	-	-	3,803
-	-	-	21,027
-	-	-	2,483
-	-	-	32,700
-	-	-	43,556
-	-	-	908
-	-	-	3,139
-	-	-	2,685
-	-	-	53,088
-	-	-	15,106
\$ 140,711	\$ 37,707	\$ 178,418	\$ 850,407
16.55%	4.43%	20.98%	100.00%

NORTHWEST GEORGIA HEALTHCARE PARTNERSHIP, INC.

SCHEDULE OF REVENUES  
Year Ended December 31, 2016

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
REVENUES			
Contributions			
Hamilton Medical Center	\$ 33,475	\$ 167,840	\$ 201,315
Shaw Industries	52,500	-	52,500
Autism	-	9,661	9,661
Child development/early learning	-	80,959	80,959
Physician Health Services	21,000	-	21,000
Promises to give	-	8,750	8,750
Other	32,225	-	32,225
Special events income			
Healthcare Classic	114,379	-	114,379
Book Blast	-	7,650	7,650
Senior Living Series	-	5,500	5,500
Bike Around Murray	-	22,213	22,213
Community Health Fair	-	9,075	9,075
Other	-	10,350	10,350
Grants income			
Anna Sue and Bob Shaw Foundation	-	25,000	25,000
ARC	-	40,000	40,000
Insure Georgia	-	30,298	30,298
Komen Breast Cancer Foundation	-	25,000	25,000
Georgia Cancer Coalition	-	37,349	37,349
Community Foundation of Northwest Georgia	-	500	500
NRHA/Verizon	-	30,450	30,450
Georgia Core	-	82	82
FC Family Engagement	-	4,383	4,383
Contract revenue			
Americorps VISTA	10,000	-	10,000
Other income			
Interest income	392	-	392
Net assets released from restrictions	426,605	(426,605)	-
 Total revenues	 <u>\$ 690,576</u>	 <u>\$ 88,455</u>	 <u>\$ 779,031</u>

NW GA HEALTHCARE PARTNERSHIP  
STATEMENT OF FINANCIAL POSITION  
MARCH 31, 2018

**ASSETS**

<b>CASH AND CASH EQUIVALENTS</b>		
BB&T - CHECKING	\$	54,081.39
BANK OF THE OZARKS		100,166.33
SYNOVUS - MONEY MARKET		100,606.61
FIRST BANK - MONEY MARKET		100,743.53
SPONSORSHIPS RECEIVABLE		40,089.40
GRANTS RECEIVABLE		125.00
OTHER RECEIVABLES		22,397.91
PROMISES TO GIVE		52,850.00
PROMISES TO GIVE DISCOUNT		(510.00)
PREPAID ASSETS		9,959.93
		<hr/>
TOTAL CURRENT ASSETS		480,510.10
<b>PROPERTY AND EQUIPMENT</b>		
FURNITURE & EQUIPMENT		29,932.78
LEASEHOLD IMPROVEMENTS		3,938.97
ACCUMULATED DEPRECIATION		(18,425.91)
		<hr/>
TOTAL PROPERTY AND EQUIPMENT		15,445.84
		<hr/>
TOTAL ASSETS	\$	<u><u>495,955.94</u></u>

**LIABILITIES AND NET ASSETS**

<b>LIABILITIES</b>		
ACCRUED PAYROLL TAXES	\$	536.14
ACCRUED PASS THRU EXPENSES		6,900.00
ACCRUED HRA		8,000.00
		<hr/>
TOTAL LIABILITIES		15,436.14
<b>NET ASSETS</b>		
UNRESTRICTED		99,535.84
TEMPORARILY RESTRICTED		380,983.96
		<hr/>
TOTAL NET ASSETS		480,519.80
		<hr/>
TOTAL LIABILITIES & NET ASSETS	\$	<u><u>495,955.94</u></u>



## Mayor and Council Agenda Request

Council Meeting Date: 06/04/2018

Department: HR

Subject: Carpet cleaning and tile floor stripping/waxing for Dalton City Hall

Cost: \$4945.92 Already in Current Year Budget? Yes ☒ No ☐

Provide Funding Source if Not in Budget: \_\_\_\_\_

Reviewed/Approved By City Attorney? Yes (2017)

Please provide a summary of your request, including background to explain the request

No increase in cost for 2018.

Requested By:

Greg Batts

City Administrator Recommendation

City Clerk Notations

Motion/Second

Approved

Date

Shaw Contract Flooring Services, Inc. d/b/a  
Spectra Contract Flooring - Georgia  
6684 Jimmy Carter Blvd Suite 500  
Norcross, GA 30071

Phone: (770) 729-2700  
Fax: (770) 263-8812



Proposal Submitted To City of Dalton		Attention Greg Batts		Phone (706) 278-9500	Fax (706) 278-8245	Date 05/29/18
				Job Name PCDA/ City Hall Cleaning Maintenance		Job # 146176
Street P.O. Box 1205				Job Street P.O. Box 1205		Proposal ID 296338
City, State and Zip Dalton, GA 30722	Architect	Date of Plans	Add #	Job City, State and Zip DALTON, GA 30722	Customer Job # None	Customer PO None

We hereby submit specifications and estimates for:

Item Description	Price
Clean Carpet 1x year - 1st Floor (All Area's - Halls, Offices) 2x for Council Chambers Carpet.	\$2,137.24
Clean Carpet 1x year - 2nd 3rd Floors - (All Area's - Halls, Offices)	\$2,073.60
Clean & Wax 1x year 1-3 Floors Breakrooms, Quarterly payments of \$1,236.48 (2018 - 2019)	\$640.50
Yearly Cleaning Maintenance).	
Last year increase.....	\$94.58
<b>Base Bid Total:</b>	<b>\$4,945.92</b>

We PROPOSE to perform the work complete in accordance with the specifications and as described above for the SUM of:

Signature: Tony Gladson Tony Gladson Cell: (706) 463-3958 \$4,945.92  
Email: tony.gladson@spectracf.com

#### Conditions of Proposal:

1. This proposal may be withdrawn if not accepted within 30 days of its issuance. Spectra will consider reasonable requests to engage in negotiations for revisions to this Proposal, including signing a subcontract that incorporates the terms of this Proposal. A proposal not accepted within 30 days will be subject to price escalation for materials.
2. This proposal is subject to credit review and approval. Payment terms are net 30 days. A convenience fee of 2% will be added if paying via credit card. Past due invoices are subject to service charges of 1.5% per month (18% per annum). In the case of any default, Customer shall pay Spectra's reasonable attorney fees and costs, including those on any appeal, even if no suit or action is filed.
3. All work shall be performed in a workmanlike manner according to industry standards. Areas to receive flooring shall be free and clear of debris. Any changes to the work shall be performed only after execution of a written change order.
4. Prior to commencement of Spectra's work: (a) Customer shall test all concrete sub floors receiving flooring for vapor emission levels and alkalinity per manufacturers' recommendations utilizing ASTM F2170 and/or F1869 and provide written results to Spectra, including a list of any sealers applied to the concrete sub floor, (b) If Customer does not provide such reports at least 10 days prior to commencement of Spectra's work, then Customer shall provide Spectra with access to all concrete sub floors for appropriate testing and Customer shall be responsible for the costs of such testing; and (c) Any concrete sub floors not meeting manufacturers' requirements for installation will require correction or the execution of a separate waiver agreement.
5. All work is contingent upon strikes, accidents or delays beyond Spectra's control. Customer shall carry insurance for all hazards, including fire. Spectra's workers are fully covered by Worker's Compensation and Liability Insurance.
6. Customer represents and warrants that: (a) the project site contains no hazardous or other dangerous substances, either exposed or concealed; or (b) Customer has given written notice to Spectra of all such substances and their location(s). To the fullest extent permitted by law, Customer shall indemnify, defend and hold Spectra harmless from any damage, claim, loss, expense and attorney fees related to Spectra's liability, if any, including any federal or state statute related to hazardous or other dangerous substances.
7. Spectra is fully licensed, bonded, and insured. This proposal does not include participation in any OCIP/CCIP or related programs. Requests for Spectra to participate in such programs may result in additional costs.

**ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby ACCEPTED.**

You are authorized to do the work as specified.

Customer: City of Dalton Signed: \_\_\_\_\_ Date: \_\_\_\_\_